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**From:** Croxton, Dave  
**To:** Turvey, Martha; Stewart, William C.; Carlin, Jayne  
**Sent:** 4/8/2014 12:59:57 PM  
**Subject:** FW: Seaborne workload items

Here is a short status report from Rick on his work that covers the grants, national coordination, and the 5-Yr. Strategies.

**From:** Seaborne, Rick  
**Sent:** Thursday, March 27, 2014 7:27 PM  
**To:** Croxton, Dave  
**Subject:** workload items

Hi Dave:

We have talked about this to some extent (and I have written those yearly performance assessments in more detail) but you'd asked that I summarize my workload items for you use in reassigning my workload, so the following are the main things. I also have a lot of this documented in the files (either various 319 program management issues, or the individual state 319 grant PO files) in the spacesaver files.

-Monthly 319 calls every third Wed of the month at 10:00 per Lynda Hall's invites need to be covered (note I think only you and I are getting these on our calendars due to her having different mailing lists). So Lynda will end up needing a new R10 319 regional coordinator contact for the calls and other 319 coordination issues (e.g. each region has one). I have covered the calls, and Jill has also been on some. I take notes and have those in files. Normally a roll call, issues discussed from advance agenda (e.g. 319 program issues, tracking state NPS plan updates, NRCS NWQI initiative, 319 grant issues, funding issues, reporting and satisfactory progress issues, questions, regional roundtable, and to-do's). Lately much discussion of NPS plan updates, NWQI initiatives. And implementation of the new 319 Guidelines and achieving 319 program goals.

- Regional 319 point of contact for coordination with HQ (above), our states, and our 319 PO's.

-Tracking yearly 319 funds and awards (as program coordinator)- I'd worked with HQ, states and Bettina, then Nora and Janette and the PO's on this. For FY2014 we have the FY14 funds to award (I sent out the yearly state 319 allocation chart), and Nora has indicated the funds have been released to the region. We will have applications with workplans coming in for all the states in the next month or two. In addition to state 319 grants, also tracking 319 funds in the AK and OR PPG's.

-NPS management Plan updates- Will need to continue to work with (and provide guidance to) our states to complete drafts of their NPS plans and then approve them (still current deadline of 9/14 under the new 319 Guidelines, vs latest APG goal of 9/15.. ) but current discussion how the 9/14 deadline will apply and how satisfactory progress will be addressed for states who do not meet that. Oregon has just submitted their draft plan (see my other e-mail back to ODEQ), on which I had provided prior comments. We've indicated to our states (and HQ per their input) the need for us to do the tribal consultation. Idaho was making progress but has not submitted a draft plan to us yet due to resource issues and loss of contractor support for plan development. So we will need to follow up on these reviews. I think you are up to speed on WA (Jill can update) and AK per Jayne.

-State Annual NPS Reports (yearly), and satisfactory progress reviews - will need to review these reports covering 2013 as they come in for OR, ID, WA, then to do the annual progress review letters and

the satisfactory progress checklists prior to awarding the new FY14 grants. I have kept copies of all those I've done (including as examples previously for Jayne and Jill to use for the reviews they've done for AK, WA ) on the G drive (WU), yearly.

-Performance measures - WQ-09 (load reductions) and WQ-10 (success stories documenting standards attainment) have yearly program goals so need continued regional coordination on those and reporting back to our ACS contact and HQ.

-GRTS - Mary Sturman has had the training and worked closely with our states and the HQ GRTS coordinator to successfully meet the 2/15 load reduction reporting deadline. Other GRTS mandatory data elements need to continue to be completed by the states. She has gotten very good at it and also the OBI reporting function (e.g. for doing reports covering our states). Mary has indicated she will continue to coordinate and be a resource on GRTS inquiries, issues, helping the state GRTS folks, working with HQ and their service contractor. I'd worked closely with Mary to help her up to speed and I think it will be helpful for a new 319 coordinator to work with her, in addition to the new 319 PO's. As I indicated to you Lynda Hall should be indicating whether FY14 EP&M (nonpoint source) funds will be available this year and if we may continue to get funding for GRTS support (received the \$25K for SEE GRTS support last year in FY13).

-CZARA- I think you are aware of status for both OR and WA . I had been working on WA the previous couple years but not since the EPA/NOAA letter went to state early last year postponing the decision on approval. So that will be an action pending the outcome of the riparian buffers issue as addressed in the NPS plan update and then CZARA.

-State 319 grants PO's - the ones I was PO for (4 to 5 currently open grants each for both OR and ID) will need new Project Officers assigned, to manage these grants, do the FR's, the awards (and amendments, PO approvals etc), working with states and our GAU grants specialist (currently John Schaub), and doing the grants monitoring, maintaining the files, etc. The state 319 workplans need review/approval as does the annual NPS progress reports, as well as doing the satisfactory progress reviews (letters and checklist) before the 319 awards- this documentation is in the respective state 319 grant files. All of the 319 grant files are in the spacesaver. We have not yet received FY14 319 applications for OR, ID, WA. The annual reports for ID and OR should be coming soon, followed by their 319 applications. Jill knows status of WA. Normally we award funds to ID and OR by May, WA in June.

-Puget Sound grants - I am still the PO for four of these grants (see e-mail I cc'd you on to Chris Castner with the close-out dates). These will need to be re-assigned and I believe Chris (and/or the Puget Sound team, and perhaps Paula) may be following up that. It may be best to leave my PO files with them, I will ask tomorrow. I've kept all needed grant documentation up to date in those files (like also in the 319 grant files). Tony Fournier is the current GAU grant specialist for these.

-I am also going to work Friday (time permitting) on arranging those various remaining NPS program management type files from my cube into the spacesaver. Have been working with Gail on the files.

I think that covers most of it! But feel free to contact me if questions arise any time

Ex. 6 - Personal Privacy

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thanks Dave! You have been a great manager (and friend) these many years.

Rick

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